

BSB60120 ADVANCED DIPLOMA OF BUSINESS

ABOUT THE COURSE

This qualification reflects the role of individuals with significant experience in a senior administrative role who are seeking to develop expertise across a wider range of business functions. This qualification is suited to individuals who possess significant theoretical business skills and knowledge and wish to consolidate and build pathways to further educational or employment opportunities.

COURSE REQUIREMENTS

DOMESTIC STUDENTS

Training and assessments are conducted in English. A pre training intake interview will be conducted and each learner will undertake a Language, Literacy and Numeracy Assessment.

INTERNATIONAL STUDENTS

English requirements:

- Must have an IELTS score of 6.0 or
- Must have a TOEFL iBT score of 64 or
- Must have a PTE Academic score of 50 or
- Must have a Cambridge English Advanced (CAE) score of 169 or
- Must have an OET score of at least B for each component
- Must be 18 Years or older
- Completed Australian year 12 or equivalent

TRAINING PACKAGE

Entry to this qualification is limited to those who:

Have completed a Diploma or Advanced Diploma from the BSB Training Package (current or superseded equivalent versions).

or

Have two years equivalent full-time relevant workplace experience in an operational or leadership role in an enterprise.

Please see over for Units of Study



DURATION

- Domestic: 52 weeks
- International: 52 weeks

TRAINING DELIVERY

- Classroom delivery: Face to face training
- Virtual Classroom Delivery: Theory delivery via zoom & Face to Face practicals as required in the qualification

CONTACT US

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UNITS OF STUDY

Students will need to complete **10 Units** of Competency, consisting of **5 Core** and **5 Elective** units;
(NB: Elective units will be selected for delivery by ETEA and are subject to change to meet client and industry requirements)

CORE	
BSBCRT611	Apply critical thinking for complex problem solving
BSBFIN601	Manage organisational finances
BSBOPS601	Develop and implement business plans
BSBSUS601	Lead corporate social responsibility
BSBTEC601	Review organisational digital strategy
ELECTIVES	
BSBLDR601	Lead and manage organisational change
BSBSTR601	Manage innovation and continuous improvement
BSBWHS521	Ensure a safe workplace for a work area
BSBSUS511	Develop workplace policies and procedures for sustainability
BSBOPS504	Manage business risk

RECOGNITION OF PRIOR LEARNING AND/OR CREDIT TRANSFER

You can apply to recognise your prior learning, work experience and course work towards this qualification. Detailed information is available on the ETEA website www.etea.edu.au

FURTHER INFORMATION

For further information, including student pre-engagement information, entry requirements, course duration, assessment methods, how to enrol, RPL, Credit Transfer, pathways etc. please visit our website at www.etea.edu.au

GOVERNMENT FUNDING

You may be able to access government funding if you meet the eligibility criteria. To check if you are eligible visit www.etea.edu.au

FURTHER INFORMATION

Visit our website or contact your closest office for further information.

www.etea.edu.au



NATIONALLY RECOGNISED
TRAINING